



City of Hudson, Ohio

Meeting Minutes - Final Planning Commission

Ronald Stolle, Chair
David Nystrom, Vice Chair
Andrew Furbee
Melissa Jones
Sarah Norman
Matt Romano
Erik Vaughan

Greg Hannan, Community Development Director
Nicholas Sugar, City Planner
Marshal Pitchford, City Solicitor

Monday, May 8, 2023

7:30 PM

Town Hall
27 East Main Street

I. Call To Order

Chair Stolle called to order the meeting of the Planning Commission of the City of Hudson at 7:30 p.m., in accordance with the Sunshine Laws of the State of Ohio, O.R.C. Section 121.22.

II. Roll Call

Present: 6 - Ms. Norman, Mr. Nystrom, Mr. Stolle, Mr. Vaughan, Mr. Furbee and Mr. Romano
Absent: 1 - Ms. Jones

III. Swearing In

Chair Stolle placed everyone under oath who would be giving testimony during the meeting.

IV. Correspondence

There was no Correspondence received by the Commissioners or staff.

V. Public Discussion

VI. Approval of Minutes

A. [PC 4-10-23](#) Minutes of previous Planning Commission meeting: April 10, 2023

Attachments: [PC Meeting Minutes April 10, 2023](#)

A motion was made by Mr. Nystrom, seconded by Mr. Romano, that the April 10, 2023, Minutes be approved as submitted. The motion carried by the following vote:

Aye: 6 - Ms. Norman, Mr. Nystrom, Mr. Stolle, Mr. Vaughan, Mr. Furbee and Mr. Romano

VII. Old Business

There was no Old Business.

VIII. Public Hearings

A. [PC 2023-303](#) **A Conditional Use and Site Plan request of a parking lot for Western Reserve Academy located on the corner of N. Main Street and E. Prospect Street, Parcel 3201951.**

Attachments: [Staff Report 2023-303 WRA Parking Lot](#)
[Use Letter](#)
[Site and Grading Plans](#)
[Landscaping Plan](#)
[Lighting Plan](#)
[Engineering Review Letter](#)
[Site Photos](#)

Mr. Sugar introduced the application by displaying the site, explaining the project which will increase the number of parking spaces in the Historic Residential Neighborhood, and highlighted comments from the staff report.

Mr. Jason Boltz, Wheeler Boltz Architects, Mr. Mike Wohlwend, Wohlwend Engineering and Mr. Jeff Jacot, WRA, noted the proposed lighting matches the existing lighting on the campus, questioned the sidewalk requirement, and noted that two or three of the pine trees along the proposed sidewalk die each year and recommended taking them down now and replanting more appropriate trees.

The Commissioners, applicant and staff: Discussed the ability to install a safe sidewalk since trees are in the tree lawn area and if a sidewalk can be installed while saving the existing trees, noted the City arborist stated the existing pine trees are healthy - however they do have shallow root systems, questioned if an additional traffic or a parking study is needed and recognized the parking load is not anticipated to change since staff parking will simply change from other locations to the new location. Also discussed was the purpose of removing an existing curb cut, and the LDC requirement to build a sidewalk only on the developed portion of the parcel.

Mr. Jacot reviewed the number of parking spaces and employees who work in the surrounding buildings and noted the difficulty of using on-street parking because of students crossing the street. Mr. Jacot also discussed: How the view of the existing building will be impacted by the landscaping around the proposed parking lot, that WRA believes removing the tennis courts and replacing them with the parking lot will not impact the character of the neighborhood, which other locations were considered for parking, the desire to keep the existing green spaces, that the proposed parking lot is designed for staff, the build dates of the existing buildings, the future plans for the buildings and grounds, the light plan and the existing lights, public access to the parking lot, that trash receptacles will not be used, and the reason for the proposed placement of the parking lot.

Mr. Sugar noted that the proposed parking location is allowable in District 4 for non-residential use. The Planning Commission discussed accessory use requirements related to parking. While Section 1206.03 requires all accessory structures/uses to be located in a rear yard, the District Standards, Section 1205.07, are more specific to parking and permit in the side yard.

The Commissioners and staff discussed: The required landscaping which abuts an historic landmark while noting that historic landmarks are outside the historic district and not applicable for this application, that the base landscaping plan was used, and if existing non-conforming light structures must be brought into compliance. Mr. Hannan reviewed the Ecological Index which shows this parcel rated as Already Disturbed Developed Land .

The Commission, staff and applicant discussed requiring sidewalks and the Commission's discretion in that matter, that the proposed parking plan is within the LDC requirements, that the proposed plan which takes existing impervious surface and repurposes it is a good plan, that abandoned cars are not allowed to remain on campus, that presently from Prospect Street and Main Street the view of Brick Row is obstructed, that for consistency purposes the new lighting should match the existing lighting, and that no additional wall will be built at Prospect Street and Main Street.

Chair Stolle opened the meeting for Public Comments, there were no Public Comments .

The Commissioners and applicant discussed the staff recommendations with the applicant requesting the sidewalk extending to Chapel Street being removed, that the landscaping plan be reviewed to be more in keeping with the campus, and that the lighting plan be reviewed to be in keeping with the existing campus lighting .

The Commissioners discussed the following: Striking the requirement to build the entire sidewalk, that new lighting should match the existing lighting, that the existing pine trees be replaced per the City arborist recommendations, that the Commission does not have the authority to grant a variance to the sidewalk requirement, that using this area for parking is not the best use of the land for the community, that the WRA portion of Main Street does not have sidewalks on both sides of the street, that the entire plan should have been submitted instead of only the parking plan, that the St. Mary Church parking lot can be seen from the corner and is not an eyesore, that the role of PC is to enforce the LDC, however when the LDC is not clear, PC has the obligation to make determinations, that the proposed plan corrects what has been an eyesore for years, that the WRA campus is constantly changing and WRA has a tradition of doing their projects correctly .

The Commissioners and staff then discussed if the LDC allows PC to not require the sidewalk .

Mr. Nystrom made a motion, seconded by Mr. Vaughan based on the evidence and representations to the Commission according to plans received April 17, 2023 to find the application is in compliance with the general conditional use standards of Section 1206.02(b) and the Special Conditions and Standards 1206.02(c)(1),(2),(11),(12) & (14) applicable to private secondary schools.

The Planning Commission decision shall be subject to the following conditions:

- 1. The curb cut along College Street shall be removed as part of the proposed application to comply with Section 1204.05(d)(13)(C).**
- 2. Landscaping:**
 - a) Street Keeper Honeylocust trees shall be planted along N. Main Street per the recommendation from the City Arborist. Any other proposed species shall be approved by the City Arborist.**
 - b) Additional Columnar Sweet Gum street trees shall be planted along E. Prospect Street per Section 1207.04(i) and recommendation of the City Arborist. Any other proposed species shall be subject to the approval of the City Arborist.**
 - c) Additional perimeter parking lot landscaping shall be incorporated along the northern and southern parking lot boundary per Section 1207.04(l)(3)(A).**
- 3. The comments of Assistant City Engineer David Rapp shall be addressed per the April 17, 2023 correspondence.**

4. No sidewalk shall be required along N. Main Street subject to the concurrence of the City Solicitor. If it is the opinion of the City Solicitor that sidewalks are required per review of Section 1205.07(d)(16), the applicant may install the sidewalk along the parcel frontage or seek a variance through the Board of Zoning and Building Appeals. The motion carried by the following vote:

Aye: 5 - Mr. Nystrom, Mr. Stolle, Mr. Vaughan, Mr. Furbee and Mr. Romano

Nay: 1 - Ms. Norman

IX. Other Business

A. [Admin Rules 2023](#) Amendments to the Planning Commission Administrative Rules

Attachments: [Staff Memo - 5.8.23 Meeting](#)
 [Admin Rules Redline - 5.8.23 Meeting](#)
 [Staff Memo - 4.10.23 Meeting](#)
 [Admin Rules Redline - 4.10.23 Meeting](#)

Mr. Hannan and Mr. Sugar led a first reading of the recommended Administrative Rules.

This matter was discussed

B. [LDC Update 2023 - 5.8.23](#) Discussion of draft topics for 2023 LDC updates

Attachments: [Staff Memo - 5.8.23 Meeting](#)

The Board discussed the LDC updates and how to proceed with a recommendation to City Council. Mr. Hannan stated that Council would prefer PC submit recommendations following approval of the new comprehensive plan. Chair Stolle stated he will work with staff to schedule a workshop on, "Planning Best Practices" and noted a community survey will be distributed by the Comprehensive Plan Update Committee.

Chair Stolle requested staff include both the applicant and who will represent the applicants in the staff report and whether a sale is contingent on approval of the application.

Mr. Hannan and the Commissioners discussed the role of the City Arborist working with PC.

This matter was discussed

X. Staff Update

In recognition of Public Service Recognition Week, Chair Stolle thanked Mr. Hannan and Mr. Sugar for their work.

Mr. Hannan noted the Commissioners may contact their Council person regarding desired LDC changes as well as staff.

This matter was discussed

XI. Adjournment

A motion was made by Mr. Romano, seconded by Mr. Vaughan, that the meeting be adjourned. The motion carried by an unanimous vote.

Chair Stolle adjourned the meeting at 9:53 p.m.

Ronald H. Stolle, Chair

Joe Campbell, Executive Assistant

Upon approval by the Planning Commission, this official written summary of the meeting minutes shall become a permanent record, and the official minutes shall also consist of a permanent audio and video recording, excluding executive sessions, in accordance with Codified Ordinances, Section 252.04, Minutes of Architectural and Historic Board of Review, Board of Zoning and Building Appeals, and Planning Commission.

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